

Extra Information

Is there work to be completed outside of class time?

Most courses will have pre-work assigned. The goal is to provide background information on the subject matter before arriving in class.

Is there a final exam at the end or a paper?

There is an assessment at the end of each course that must be passed. There is not, however, a cumulative final exam or a paper.

What is a passing grade for the assessment?

An 80% or above is a passing grade. This is the standard for graduate level work.

Is there an expectation that a graduate must give a presentation at a conference such as MAACM?

There is no such expectation; however, graduates are expected to “give back” to the Judiciary by sharing their knowledge and serving as a mentor to others.

Are graduates required to work for the Judiciary for a minimum of one year after graduation? Yes.

What groups will be represented on the Applicant Review Panel?

The six-member panel will contain representation from the following: Circuit Court, District Court, County Court Administrators, Commissioners, either a court-related agency or appellate court, and the Administrative Office of the Courts.

How long will it take from the application deadline to hear if we are accepted?

It should take approximately three weeks.

Other important information:

- Students accepted to the ICM program will be expected to work at a graduate level. The program will be rigorous and challenging.
- For hiring and promotional considerations, hiring managers may use the ICM certification as a preferred qualification on vacancy announcements.
- The letter of recommendation needed to apply to the ICM program must be submitted by the applicant’s highest administrative official (e.g. Clerk of Court, Administrative Clerk, County Court Administrator, Executive Director).
- Those who graduate will have completed the Court Management Program through the National Center for State Courts (NCSC) and ICM and will achieve the status of Certified Court Manager (CCM).